



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Family and Community Services

CIVIL SERVICE TITLE: Supervising Resource Investigator (NYHELP Program)

CLASSIFICATION TYPE: Non-Competitive

SALARY (GRADE): \$59,138 (30W) Plus Excellent Benefits

APPLICATION DEADLINE: December 31, 2026

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This is a position responsible for supervision in the Resource Unit. The incumbent is responsible for maintaining work standards and handling the more complex cases. Supervision is performed under the direct supervision of the Resource Consultant with leeway allowed for independent judgement. Supervision is exercised over subordinate and support staff. The incumbent performs related work as required

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of Bachelor's Degree in criminal justice or a closely related field, **AND** four (4) years of investigating experience, two (2) years of which were in a supervisory capacity; **OR**
- (B) Possession of Associate's Degree in criminal justice or a closely related field, **AND** six (6) years of investigating experience, two (2) years of which were in a supervisory capacity; **OR**
- (C) Completion of sixty (60) credit hours at a regionally accredited or New York State registered college or university **AND** seven (7) years of investigating experience, two (2) years of which were in a supervisory capacity.

PROMOTIONAL QUALIFICATIONS:

Candidates must have permanent, full-time competitive status for a period of **eighteen (18) months as a Senior Social Services Investigator OR thirty (30) months as a Social Services Investigator** in the Oneida County Department of Family and Community Services immediately preceding the date of this examination.

SPECIAL REQUIREMENTS:

Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

****Oneida County is an equal opportunity employer****

If you do not have internet access, paper applications can be picked up at the Oneida County Office Building (Utica, NY)



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in the Personnel Department. You may also request a paper application to be mailed by calling 315-798-5726.

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